1. Present:

1.1 Elected Members:
1.2 Local Authority Members:
1.3 Staff:
1.4 Visitors/Guests:

PLEDGE: “We pledge to work as one towards a better future through effective use of all resources. We have identified these key values and principles of Honesty, Equality, Accountability, Respect, and Trust as being integral in the achievement of our vision that the Roper Gulf Regional Council is Sustainable, Viable and Vibrant”.

2. Apologies:

Apologies Accepted

Moved: Seconded:

3. Conflict of Interest-Members & Staff:

.

4. Minutes of Previous Meeting:

Minutes from the previous meeting held on 5th November 2015 pg: 5-9

Motion: That the Borroloola Local Authority accepts the Minutes from the previous Local Authority Meeting held on Thursday 5th November 2015 as a true and accurate record of the meeting.

Moved: Seconded:

5. Business Arising/Action List;

5.1. Previous minutes action List

<table>
<thead>
<tr>
<th>Date</th>
<th>Item Description</th>
<th>Responsible Person</th>
<th>Status</th>
<th>Status Comments - Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.06.2014</td>
<td>LA recommends a Waste Management Strategy is drawn up for the Borroloola region, including recycling capability and planning for future</td>
<td>DITS</td>
<td>Ongoing</td>
<td>Action incorporated into RGRC Waste Management Strategy. A newly formed Waste Management Strategy Committee is driving this Action.</td>
</tr>
</tbody>
</table>

* Denotes permanent Agenda items
<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Responsible Body</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.06.2014</td>
<td>LA recommends that Council actively watch &amp; provide information on status of housing in Borroloola with regard to SIHIP money.</td>
<td>Council</td>
<td>Ongoing</td>
<td>10.09.2015-Recommendation: Invite NTG Community Housing &amp; Freehold Subdivision reps to next LA Mtg for update.</td>
</tr>
<tr>
<td>5.06.2014</td>
<td>LA request RGRC lobby for wider area of mobile phones and internet access</td>
<td>Council</td>
<td>Ongoing</td>
<td>30.07.14 Update-Beatty to provide dot points to Sharon to follow up. 04.09.2014 Bob to send Sharon Beatty's info</td>
</tr>
<tr>
<td>5.06.2014</td>
<td>Write to P &amp; W requesting they maintain lighting in all camps in Borroloola.</td>
<td>Council</td>
<td>Ongoing</td>
<td>Update- P&amp;W owned assets, Town Camps not Council's responsibility. 04.09.2014 Ongoing</td>
</tr>
<tr>
<td>04.12.2014</td>
<td>Send letter to Julie Bennett requesting the Power Station buffer zone be removed completely and that government consider relocation of the Power House to a more desirable destination.</td>
<td>DITS/Council</td>
<td>Ongoing</td>
<td>06.08.15 – Ongoing: LA member would like a formal response form Department of Lands and Planning as well as Power &amp; Water re:the removal of the buffer zone</td>
</tr>
<tr>
<td>06.08.2015</td>
<td>Respond to incoming Letter from National trust (NT) Gulf Branch</td>
<td>Marc Gardener</td>
<td>Commenced</td>
<td></td>
</tr>
<tr>
<td>06.08.2015</td>
<td>Seek quotes on trees for swimming pool and to look into a pool shade cloth with a vent through the middle for the wade pool, present quotes at upcoming meeting</td>
<td>CSM</td>
<td>Commenced</td>
<td>Landscaping &amp; Planning with DCSI</td>
</tr>
<tr>
<td>06.08.2015</td>
<td>Write &amp; distribute letters to cattle &amp; horse owners intown to allow owners time collect and make sure stock is in fenced area</td>
<td>CSM</td>
<td>Commenced</td>
<td>Draft notice exists -CSM can utilise</td>
</tr>
<tr>
<td>06.08.2015</td>
<td>Arrange quotes for purchasing park benches for Tamarind Park, Rocky Park and Show Grounds, looking at around $20,000-30,000</td>
<td>CSM</td>
<td>Commenced</td>
<td></td>
</tr>
<tr>
<td>06.08.2015</td>
<td>Look at combining services; Youth, Sport &amp; Rec and Night Patrol to help in the assistance of John Moriarty and other Sporting and Rec Orgs in Borroloola</td>
<td>Mayor Jack, Councillor Don Garner and CSM Nathan McIvor</td>
<td>Ongoing</td>
<td></td>
</tr>
<tr>
<td>8.10.2015</td>
<td>Arrange for Local Authority Members out of session meeting to discuss the changes they would like to see in Youth, Sport &amp; Rec and Night Patrol.</td>
<td>CSM</td>
<td>Ongoing</td>
<td></td>
</tr>
<tr>
<td>8.10.2015</td>
<td>Provide LA members with more Information about the engineered stand for the Score Board.</td>
<td>CSM</td>
<td>Ongoing</td>
<td></td>
</tr>
<tr>
<td>5.11.2015</td>
<td>Send out Town Priorities to all LA members to help in making a decision on spending 2014-2015 remaining funding.</td>
<td>Director Council Services</td>
<td>Ongoing</td>
<td></td>
</tr>
<tr>
<td>5.11.2015</td>
<td>Support Youth, Sport &amp; Rec with the ‘Say NO to DRUGS’ program</td>
<td>Local Authority</td>
<td>Ongoing</td>
<td></td>
</tr>
<tr>
<td>5.11.2015</td>
<td>Strategic Plan for the Swimming Pool</td>
<td>CSM</td>
<td>Ongoing</td>
<td></td>
</tr>
<tr>
<td>5.11.2015</td>
<td>Write a letter of thanks to the Borroloola Power and Water Officer</td>
<td>Council</td>
<td>Ongoing</td>
<td></td>
</tr>
</tbody>
</table>

* Denotes permanent Agenda items
Denotes permanent Agenda items

5.11.2015 Invite Victims of Crime NT to present at February 2016 LA meeting  CSM  Ongoing

6. Correspondence

6.1. Outgoing Correspondence:
- Email Re: Status of Borroloola Land Release - Sharon Hillen pg:10-11
- Email Re: Animals at Large – Nathan McIvor
- Letter Of Support Gulf Rivers Land Care Group.-Sharon Hillen

6.2. Incoming Correspondence:
- Sport & Recreation Facilities Master Plan/Draft Plan
- Local Area Traffic Management Plan – Concept Designs Attached  pg:12
- Thank You to Nathan McIvor and Staff -Marlene Timothy Artback NT pg:13
- Borroloola Town Boundary – Aboriginal Areas Protection Authority. Pg:14-16

ACTION: Actions will appear under each point like this

7. General Business


Recommendation: That the Borroloola Local Authority receive and note the elected members report.

Moved: Seconded:

- Council Services Update
- *Work Health and Safety Update

Recommendation: That the Borroloola Local Authority receive and note the Council Services Managers report.

Moved: Seconded:


Recommendation: That the Borroloola Local Authority receive and note the Council Financial report.

Moved: Seconded:

7.4 *Governance Updates:
- *Town Priorities- Report Attached pg: 25-30
- *Complaints Register-

14.01.2016 LA Member Ongoing

* Denotes permanent Agenda items
• *Policy Updates*

HR015 Uniform Policy – Updated- Amendments to the Uniform Policy clarifying the provision and wearing of Roper Gulf Regional Council uniforms for all Council employees and CDP participants, including guidelines for replacement and disposal.

HR011 Leave Policy – Clarification of Maternity Leave- 6 weeks paid leave.

DIT004 Abandon Vehicle Policy- As part of the regional Waste Management Strategy this policy deals with the identification, removal, storage and disposal of abandon vehicles in Roper Gulf Towns.

• Guideline 8 pg: 33-39

**Recommendation:** That the Borroloola Local Authority receive and note the updates from Governance.

Moved: Seconded:

7.5 *Alcohol Management Plan:

7.6 Cemetery

7.7 Youth, Sports and Recreation Program Update: Report

**Recommendation:** That the Borroloola Local Authority receive and note update on Sports and Recreation Program.

Moved: Seconded:

7.8 Swimming Pool:

8. Other Business

8.1. Safe at Home Program - Victims of Crime NT- Attached pg

9. Meeting Closed

Next Borroloola Local Authority Meeting : Thursday 5th May 2016
This Meeting was opened at 10:15am by designated Chair Councillor Don Garner and the Roper Gulf Regional Council pledge was read.

1. Present:

   Elected Members:
   Councillor Garner
   Councillor Mulholland

   Local Authority Members:
   Bernie Redfern
   Stan Allen
   Jon Sauer
   Mike Longton
   Trish Elmy
   Lizzie Hogan
   Rebecca Gentle
   Marlene Karkadoo

   Staff:
   Sharon Hillen – Director of Council Services & Infrastructure
   Nathan McIvor – Council Service Manager
   Jo Nicol – Local Authority Coordinator Officer (Governance)
   Marion Smith – Director Community Services
   Marc Gardner – Director Contracts and Economic Development
   Chantelle Johns – CSO Borroloola

   Visitors/Guests:
   Nathanael Knapp – Department of Local Government and Community Services

2. Apologies:

   Mayor Jack
   Raymond Mawson
   Geoff Hulm
   Maria Pyro

   Apologies Accepted,       Moved: Mike Longton       Seconded: Bernie Redfern

3. Conflict of Interest-Members & Staff:

   Nil

4. Minutes of Previous Meeting: pg:

   Motion: That the Borroloola Local Authority accepts the Minutes from the previous Local Authority meeting held on Thursday 8th October 2015 as a true and accurate record of the meeting.
Moved: Trish Elmy  
Seconded: Bernie Redfern
All agreed.

Motion: That the Borroloola Local Authority agree to remove Alison Doyle, Beatty Retchford and Geoff Hulm from the Borroloola Local Authority due to non attendance.

Moved: Mike Longton  
Seconded: Bernie Redfern
All agreed.

5. Business Arising/Action List:

Action List from previous meeting:

Members discussed the action list from previous meeting.

6. Correspondence

Incoming Correspondence
- Email from Ben Gibson, Department Infrastructure
- Email from Claire Brown Re: Mataranka & Borroloola Land Release
- Letter Darcy Dunbar Department of Infrastructure, Re:Airport Maintenance Extension.

Outgoing Correspondence
Nil

7. General Business

7.1 *Elected Member Report: Verbal

Councillor Don Garner and Councillor Daniel Mulholland gave their Verbal Report
- Council approved the variation to the Commercial Dumping Fees, the reduced rates are; a) from $140m3 to $70m3 b) A dead car fee of $100 c) A tyre fee of $10-$80 depending on the size (Small car to tractor)
The reduced fees will commence on the 1st January 2016, Councillor Garner also recommended that the CSM use old tyres to divide up sections at the dump to make it easier for residents to see the correct areas to place waste.
- 2014/2015 Annual Report is now available on the Roper Gulf website; Members that would like a copy were requested to see CSM, printed copies will be distributed soon.
- Yearly Audit was completed, RGRC Audit was clean and received good feedback, Compliance Check was completed and also received good feedback, next compliance check is in three years.
7.2 *Council Services Managers Report:
Local Authority were presented with written report from CSM. Members went through the report in detail. While discussing Local Road Maintenance, Local Authority Members asked CSM to take photos of the roads and send to DOI for them to chase up. Members also discussed that Traffic Management, Stage1 of the CBD is being put together and that DOI is to send street signs for Borroloola.

7.3 *Council Financial Reports:
Local Authority members commented that the Local Authority Project Funds did not show on the Financial Report; however members would like to thank Finance and Governance for their great work on the reports.

Motion: That Borroloola Local Authority receive and note First Quarter Finance Report.

Moved: Bernie Redfern   Seconded: Councillor Mulholland
All agreed.

7.4 *Governance Updates:
- *Town Priorities - Local Authority Project Funding Report
Borroloola Local Authority has still around $20,000 to spend from the 2014-2015 Project Funding and also need to have project for the total amount $131,356 for 2015-2016. Members would like to allocate some amount from Local Authority Project Funding towards Tamarind Park, however members will decide on amount and project on a later date.

ACTION: DCSI to send out Town Priorities list to all Local Authority members to help in making a decision on spending 2014-2015 remaining funding.

- *Complaints Register
All complaints received have been investigated and closed.

- *Policy Updates
  - ADM009 Vehicle Use Policy (Updated) Added Clarification on Home Garaging of Vehicles. Vehicles are to be used to commute between work and home and not used for any other purpose outside work hours.
  - DIT001 Fleet Procurement and Allocation Policy has been added with rules around Fleet purchases of new or replacement of machinery/vehicle.

7.5 *CDP- Community Development Program:
Nil

7.6 *Alcohol Management Plan:
Draft Minutes of previous AMP meeting were tabled.

7.7 *Cemetery
Draft cemetery map is ready. To be reported back at next Local Authority meeting.
7.8 *Youth, Sport and Recreation Report:
Bertha Cochran, Youth, Sport & Recreation Coordinator, gave Local Authority an update on all activities that are taking place in Borroloola; An upcoming program for ‘Say NO to DRUGS’ will be taking place as this is currently an issue in Borroloola.

**ACTION:** Local Authority to support Youth, Sport & Recreation with the ‘Say NO to DRUGS’ program

Director of Community Services Marion Smith asked Local Authority members to provide days/hours that would best suit for Night Patrol to operate. Local Authority Members requested that Borroloola Night Patrol work Tuesday to Saturday with the current start and finish time, and the possibility of flexible hours to assist Youth, Sport & Recreation plus other agencies as required during the day.

7.9 *Swimming Pool

- New shade sail over the kid’s pool to be installed Friday with the help of Cairns Industries; Hazard and Incident reports regarding broken tiles are in hand. Water testing levels are good, there has been no salt added to the pool due to the salt chlorinator not working.
- Activities run at the pool; Water Aerobics, Mum’s n Bub’s and Disco Nights. John Moriarty Football and the school are still utilising the pool for their activities.
- New Solar Light to be installed at the back of the pool to light areas where kids hang around at night, CSM also spoke to all the children that participated in the Career Expo day about the hard work and money that goes into the pool and the expense when it gets vandalised, CSM arrange visits to the school to educate children on the pool.
- Life Guard Training will be held on the 23rd to the 27th of November 2015.

**Motion:** Borroloola Local Authority agreed to pay for any non-Indigenous people that wish to participate in the life guard training.

**Moved:** Stan Allen   **Seconded:** Councillor Mulholland
All agreed.

- Keys will soon be available for the gym, CSM will allocate keys and users will be given a pin code for the door, the code will be changed once a month.

**ACTION:** CSM to put together a Strategic Plan for the Swimming Pool.

**Moved:** Rebecca Gentle   **Seconded:** Bernie Redfern
All agreed.

8. **Other Business:**

8.1 **Northern Land Council**
The NLC will be having a handing back Ceremony for Native Title Claim at Rocky Creek junction on the 24th to 26th of November, Cr Mulholland invited all Borroloola residents to attend this historic event.
8.2 Letter of Thanks

Motion: That Borroloola Local Authority requests Council to write a letter of thanks to the Borroloola Power and Water Officer, for his dedication and hard work while in Borroloola and wish him a happy retirement.

Moved: Bernie Redfern   Seconded: Councillor Don Garner
All agreed.

8.3 Victims of Crime NT

Email from Victims of Crime NT, LA members recommended that Victims of Crime NT be invited to the next Borroloola Local Authority Meeting as there are a number of organisations/individuals that would be interesting in helping with their proposed Safe at Home program.

Action: CSM to invite Victims of Crime NT to present at February Local Authority meeting.

8.4 Borroloola Town Christmas Party

Lizzie Hogan gave a brief on what is being planned for this year’s Town Christmas Party, she has ask for donations of food or gifts etc.

9. Meeting Closed: 2:00pm

Next Meeting Thursday, 11th February 2016
Rita Duncan

From: Sharon Hillen
Sent: Monday, 11 January 2016 9:34 AM
To: Rita Duncan
Subject: FW: Borroloola and Mataranka SubDivision

Please refer this email to Corro out at the Jan OCM

Sharon Hillen
Acting CEO/Director of Council Services and Infrastructure

Roper Gulf Regional Council
Sustainable • Viable • Vibrant

Ph: (08) 89720400 | Fax: (08) 8971 3425 | Mob: 0448763027 | Email: sharon.hillen@ropergulf.nt.gov.au
99 Emungalan, Katherine NT 0851 | PO Box 1321, Katherine NT 0850

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From: Sharon Hillen
Sent: Monday, 11 January 2016 9:33 AM
To: ‘jack.noble@nt.gov.au’
Cc: Marc Gardner; Garry Richards
Subject: FW: Borroloola and Mataranka SubDivision

Hi Jack

Please find attached the last communications with Ben Gibson regarding the subdivision.

I have searched my files and have the following drawings for the Borroloola and Mataranka Subdivisions. I had requested some time ago that Council would like the project managers to pay for a third party to view and provide feedback to the Council on the drawings however this never occurred. I am also assuming from the list below that Council do not have the complete set of final drawings.

Borroloola
16561 Borroloola Land Release NT (Part 2) Certified 12/09/14 Drawings R14-2474 to R14 – 2485 – 100%

Mataranka
16564 Mataranka Land Release NT – Drawings, Schedule, Notes and Locality Plan (Part 1) (17/09/14) - 90%
16564 Mataranka Land Release NT (Part 2) - Road Works – Detailed Plans (17/09/14) – 90%
Hi Ben,

At Councils ordinary meeting last week the members requested an update on the subdivision at Borroloola and Mataranka and a timeline for milestones for the projects. Are you able to provide an update in time for the next Ordinary Council Meeting in Mataranka on the 28th of October?

Thanks

Sharon Hillen
Director of Council Services and Infrastructure
Roper Gulf Regional Council
Figure
COORDINATES TO MGA94 ZONE
ALL LEVELS TO AHD
Imagery supplied by Aerometrex. ????
Street Pro - Supplied by Pitney Bowes Software. ????
Cadastre - Supplied by Pitney Bowes Software. ????
Hi Nathan,

ON behalf of Artback NT and the Borroloola community I just wanted to say

for your support of DanceSite 2015. The event was a great success and the best DanceSite delivered to date. This would not be possible without the contribution from Roper Gulf Shire for the venue but also more personally yourself and your staff for preparing the dance grounds.

We look forward to working with you in the future and thanks again!

Much appreciated,

Marlene Timothy
Artback NT
Cultural Events Officer
Our File: 2015/1011
In Reply Please Quote: 2015/1025

26/10/2015

Roper Gulf Regional Council
PO Box 1321
Katherine NT 0850

ATTENTION: Sharon Hillen

RE: ABSTRACT OF RECORDS WITHIN THE AREA OF Borroloola Town Boundary.

Referring to your request received by eMail dated 22/10/2015 seeking information of AAPA records within the above area, I advise as follows:

1. As you are probably aware, the area contained by your proposal lies on Aboriginal land held by the MABUNJI ABORIGINAL RESOURCE ASSOCIATION INC and is administered by the Northern Land Council. Under section 23 of the Land Rights Act this Land Council has the Statutory responsibility for consulting with the traditional owners with respect to any proposal relating to the use of the land.

2. The Authority has Sacred sites and Restricted Works Areas within the areas mentioned, which is shown on the map accompanying this letter.

Sacred sites known to the Authority in the above area are shown on the map accompanying this letter as either “registered sacred sites” or “recorded sacred sites”. Sacred sites listed as “registered sacred sites” are sacred sites that Aboriginal custodians have asked the Authority to protect and that have subsequently been documented and evaluated by the Authority and entered in the Public Register of Sacred Sites in accordance with the Northern Territory Aboriginal Sacred Sites Act 1989.

Sites listed as “recorded sacred sites” are sites that have not been evaluated or placed in the Register but there is information indicating that they are nonetheless significant according to Aboriginal tradition and therefore “sacred sites” within the meaning of the Act. The Authority does not purport to hold detailed information regarding all these sites. However, the information attached to this letter regarding recorded sacred sites is relevant to your query as the offence provisions of the Act apply to all sacred sites, whether or not these have been listed in the Public Register of Sacred Sites.

The symbols representing sites on the attached Abstract map are not intended to precisely show extent of each site. Before entering or undertaking works on, or in the vicinity of these sites, further advice should be sought from the Registrar.
An Abstract of the Authority's Records is not a definitive way of determining the location of all sacred sites in a given area, particularly in circumstances where use or works are proposed that may result in disturbance of the natural features of the area. There is a risk that a sacred site previously unknown to the Authority may be identified after the commencement of works, leaving no option but to cease works or possibly breach the offence provisions of the Act.

To overcome this problem the Northern Territory Aboriginal Sacred Sites Act 1989 enables a person, wishing to make use of or carry out works on land in the Northern Territory, to request that the Aboriginal Areas Protection Authority consult with custodians and provide written advice specifying the constraints (if any) to a particular activity imposed by the existence of sacred sites. Section 19G of the Act also provides the opportunity for an Applicant to discuss the project with Aboriginal custodians at a meeting convened by the Authority.

The written advice provided by the Authority following the completion of the procedures established in Sections 19A-22 of the Act is termed an "Authority Certificate". An Authority Certificate sets out the conditions (if any) on which, under the Act the proposed work may be carried out or use made of the land. As long as the holder of a Certificate complies with its conditions the holder is indemnified against prosecution under any of the offence provisions of the Act.

An Authority Certificate has previously been issued over either part or all of your search area. As a consequence of this, under Sections 19A-22 of the Act, the Authority has placed conditions relating to the protection of sacred sites in relation to particular works. The accompanying map shows the approximate location of the Restricted Works Area identified in the Certificate. The Authority highly recommends that an Authority Certificate be applied for any proposed works or use on or near Borroloola Town Boundary.

Should you wish to view a Certificate or Registered Site details (copies cannot be provided), please contact the Registrar or Assistant Registrar via email through enquiries.aapa@nt.gov.au to arrange a suitable time. Inspection of the Authority Certificate Register or the Public Register of Sacred Sites may be carried out in the Authority's Darwin or Alice Springs office at a cost of 23 Revenue Units ($26.00) per certificate or registered site viewed.

Please note that the cost of this Abstract of Records will be 23 Revenue Units per Lot Searched ($26.00) and an invoice will be issued to you by the Department of Corporate and Information Services. The terms and conditions of the invoice will require you to make payment within 30 days of receipt.

If you have any queries, please do not hesitate to contact the Registrar or Assistant Registrar via email through enquiries.aapa@nt.gov.au or by phone on 8999 4359 or 8999 4356.

Yours sincerely,

[Signature]
Ambre Philpott
REGISTRAR
Council Service Managers Report

Title: Current Council Services in Borroloola
Author        Nathan McIvor – Borroloola Council Services Manager

RECOMMENDATION
(a) That Borroloola Local Authority receive and note report on Current Council Services.

1. Visitors
Chief Minister Adam Giles.
Louise Beilby Department of Local Government and Community Services
Northern Territory Department of Corrections

2. Overview of Council Services
Operational services are running as required.

3. Work Health and Safety
WHS checks are conducted regularly; Hazard and Incident Reports are being completed.

4. Events/Activities
Australia Day Celebrations

5. CSM Meetings
   • Chief Minister Adam Giles
   • Louise Beilby, Department of Local Government and Community Services
   • Rebecca Gentle, Senior Community Relations Officer MRM
   • Emergency Planning Meeting Officer In Charge Bennett
   • NT Departmentt of Corrections
   • Greg Crofts, CEO Mabunji

6. Community Issues
   • Litter throughout town
   • AMP permit system
Speeding through CBD
Promoting Tourism
Housing
Long grass

7. Staffing/Vacancies

Vacancies;
- One position with the MUNS crew, Council Yard
- One Part-Time position - Pool Lifeguard
- One Full-Time position - Night Patrol Officer
- One Full-Time Senior Administration Officer

8. Projects
- Bins for parks and garden
- Installation of bollards
- Road signage
- Guide posts install
- Road maintenance (pot holes)
- Speed bump installation

Also as per Town Priorities.

9. Core / Infrastructure Services:
- Bin stand and bin installs at park and sports ground
- General maintenance of parks and garden
- General maintenance of vehicles and machinery
- Maintenance and continual monitoring at swimming pool
- Cutting grass

10. Council Services
- Public & Street Lighting
  Street Light Audit due at the end of the month.
- Local Emergency Management
  Further meetings to be held to update the Emergency Plan
- Maintenance, Buildings & Fixed Assets
  Some repairs and maintenance to RGRC Assets.
- Cemetery
  Being maintained.
- Swimming Pool
  Opening hours have remained consistent. Still short staffed in this area. Appropriate qualifications is a requirement to filling this vacancy.

11. Animal Welfare
One pig was relocated from town and has since passed away. One horse found dead at Tamarind Park, disposed of, owners notified. Letters in regard to roaming stock have been sent out to pastoralists.
12. **Local Road maintenance**  
Requires work to commence, fix potholes.

13. **Traffic Management**  
Some signs have been pulled down through vandalism to be replaced. Speed Humps to be installed in the first half of this calendar year.

14. **Waste management & Litter Control**  
Commercial Waste users have commenced paying for their dumping. Have noticed some dumping is occurring without informing Council.

15. **Plant & Equipment**  
All Lots that were put up for Public Tender have been sold.  
Still waiting on the purchase of a new Top Deck mower, process has been stalled due to administration issues outside of Borroloola’s control.

16. **Airport maintenance**  
- Works are up to date  
- In the process of identifying Prickly Acacia on the Aerodrome, cutting and poisoning this weed  
- Weed spraying
Finance Report

Title: Borroloola Second Quarter Finance Report
Author: Bala Donepudi- Management Accountant

RECOMMENDATION

(a) That the Borroloola Local Authority receive and note Second Quarter Financial Report for Borroloola.

Background
This report details out the First Half-Yearly Financial Report for Borroloola for the period July 1, 2015 to December 31, 2015.

The Annual Budget allocated for Borroloola is $2,634,414. The budget for the first Six months is $1,317,207. Council has spent $1,012,746 or 77% of the allocated budget on Programs in Borroloola. $304,461 or 23% of the allocated Budget remains unspent as of 31st December 2015.

Expenditure Breakdown for the first Six months based on Directorate

Corporate Services have been allocated a budget of $130,166. 83% or $107,705 of the allocated budget was unspent. The main area of underspend is the Local Authority Project.

Agency Services has an allocated budget of $277,096. $309,783 has been spent, this is an overspend of $32,688 over budget. The Overspend is mainly due to salaries in Night Patrol Program and the Budget will be adjusted at the next review to take in to account the excess spending on annual leave.

Commercial Services have been allocated a budget of $175,605. $109,654 of the budget remains unspent. The main area of underspend is the Roads to Recovery Funding where $112,000 of funding remains unspent. Funds will be spent after the wet season.
Council Services has been allocated a budget of $699,340. $614,550 or 88% of the allocated budget has been spent. This leaves a small underspend of $84,790.

**Underspends** in Council Services and Swimming pool, in both these programs internal lease charge entries for the use council assets for the month of December is to be posted. Less material spends in Council Services due to less Repairs & Maintenance work needed. Underspend in the Employee Wages Budget in the Swimming Pool Program.

Other Services has been allocated a budget of $35,000. None of this budget has been spent. The Project under the Regional Economic Infrastructure Fund is still in Planning Stages.

Attached Detailed Financials
Roper Gulf Regional Council
Expenditure Report as at 31-December-2015

Borroloola

### Expenditure by Service

<table>
<thead>
<tr>
<th>Service</th>
<th>16GLACT Actual ($)</th>
<th>16GLACT Budget ($)</th>
<th>Variance ($)</th>
<th>16GLBUD1 Annual Budget ($)</th>
<th>Variance ($)</th>
<th>Percentage of Budget Used</th>
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</thead>
<tbody>
<tr>
<td>1 - Corporate Services</td>
<td>22,461</td>
<td>130,166</td>
<td>107,705</td>
<td>260,332</td>
<td>17%</td>
<td></td>
</tr>
<tr>
<td>2 - Agency Services</td>
<td>309,783</td>
<td>277,096</td>
<td>-32,688</td>
<td>554,191</td>
<td>112%</td>
<td></td>
</tr>
<tr>
<td>3 - Commercial Contract &amp; Technical Services</td>
<td>65,951</td>
<td>175,605</td>
<td>109,654</td>
<td>351,210</td>
<td>38%</td>
<td></td>
</tr>
<tr>
<td>4 - Council Services</td>
<td>614,550</td>
<td>699,340</td>
<td>84,790</td>
<td>1,398,680</td>
<td>88%</td>
<td></td>
</tr>
<tr>
<td>5 - Other Services</td>
<td>0</td>
<td>35,000</td>
<td>35,000</td>
<td>70,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td><strong>1,012,746</strong></td>
<td><strong>1,317,207</strong></td>
<td><strong>304,461</strong></td>
<td><strong>2,634,414</strong></td>
<td><strong>77%</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Expenditure by Activity

<table>
<thead>
<tr>
<th>Activity</th>
<th>16GLACT Actual ($)</th>
<th>16GLACT Budget ($)</th>
<th>Variance ($)</th>
<th>16GLBUD1 Annual Budget ($)</th>
<th>Variance ($)</th>
<th>Percentage of Budget Used</th>
</tr>
</thead>
<tbody>
<tr>
<td>106 - General Council Operations</td>
<td>0</td>
<td>-5,640</td>
<td>-5,640</td>
<td>-11,280</td>
<td>88%</td>
<td></td>
</tr>
<tr>
<td>110 - Assets Management - Fixed Assets</td>
<td>0</td>
<td>1,500</td>
<td>1,500</td>
<td>3,000</td>
<td>0%</td>
<td>-112%</td>
</tr>
<tr>
<td>132 - Local Authority</td>
<td>11,643</td>
<td>2,750</td>
<td>-8,893</td>
<td>5,500</td>
<td>0%</td>
<td>-88%</td>
</tr>
<tr>
<td>135 - Shire to Regional Transition</td>
<td>10,657</td>
<td>0</td>
<td>-10,657</td>
<td>0</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>136 - Establishment of Local Authorities</td>
<td>162</td>
<td>0</td>
<td>-162</td>
<td>0</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>138 - Local Authority Project</td>
<td>0</td>
<td>131,356</td>
<td>131,356</td>
<td>262,712 The Total Materials budget remains Unspent.</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td><strong>Total Expenditure - Corporate Services</strong></td>
<td><strong>22,461</strong></td>
<td><strong>130,166</strong></td>
<td><strong>107,705</strong></td>
<td><strong>260,332</strong></td>
<td><strong>17%</strong></td>
<td></td>
</tr>
<tr>
<td>348 - Library</td>
<td>28,200</td>
<td>31,480</td>
<td>3,280</td>
<td>62,959 Accomodation,TA - 608</td>
<td>0%</td>
<td>-98%</td>
</tr>
<tr>
<td>400 - Community Safety Admin and Management</td>
<td>350</td>
<td>0</td>
<td>-350</td>
<td>0 Unbudgeted spend ; Correction journal need to be posted</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>401 - Night Patrol</td>
<td>144,407</td>
<td>105,794</td>
<td>-38,612</td>
<td>211,588</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>404 - Indigenous Sports and Rec Program</td>
<td>39,368</td>
<td>25,853</td>
<td>-13,514</td>
<td>51,707 Overspend in Emp Exp - 9,258 &amp; Oth Op - 4,230</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>407 - Remote Sports Program</td>
<td>37,161</td>
<td>25,628</td>
<td>-11,533</td>
<td>51,255 Overspend in Emp Exp - 11,528</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>409 - Sport and Rec Fleet</td>
<td>90</td>
<td>0</td>
<td>-90</td>
<td>0 Unbudgeted Spend for internal Workshop, Miscoding - Correction Journal will be posted</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>414 - AOD Information &amp; Education</td>
<td>2,579</td>
<td>0</td>
<td>-2,579</td>
<td>0 Unbudgeted spending in Food - 2,579</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>415 - Indigenous Youth Reconnect Program</td>
<td>46,103</td>
<td>88,341</td>
<td>42,238</td>
<td>176,681</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>416 - Youth Vibe Holiday Grant</td>
<td>1,070</td>
<td>0</td>
<td>-1,070</td>
<td>0 Unbudgeted spend for Accomodation - 957 ; Total Annual income income is way more than the Expenditure ; Budget will be amended in the next review.</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>464 - NT Govt Special Purpose Grants</td>
<td>10,456</td>
<td>0</td>
<td>-10,456</td>
<td>0 Unbudgeted Spend in materials - 10,456 carried Forward funds being spent</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>Agency Services</td>
<td>309,783</td>
<td>277,096</td>
<td>-32,688</td>
<td>554,191</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>109 - Asset Department</td>
<td>4,060</td>
<td>0</td>
<td>-4,060</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>202 - Staff Housing</td>
<td>9,433</td>
<td>13,066</td>
<td>3,633</td>
<td>26,132</td>
<td></td>
<td></td>
</tr>
<tr>
<td>240 - Commercial Operations admin</td>
<td>0</td>
<td>-11,280</td>
<td>-11,280</td>
<td>-22,559</td>
<td></td>
<td></td>
</tr>
<tr>
<td>241 - Airstrip maintenance Contracts</td>
<td>33,565</td>
<td>36,030</td>
<td>2,465</td>
<td>72,060</td>
<td></td>
<td></td>
</tr>
<tr>
<td>245 - Visitor Accommodation and External Facilities</td>
<td>18,678</td>
<td>24,993</td>
<td>6,315</td>
<td>49,986</td>
<td></td>
<td></td>
</tr>
<tr>
<td>275 - Mechanical Workshop</td>
<td>216</td>
<td>0</td>
<td>-216</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>426 - 2014-19 Roads to Recovery</td>
<td>0</td>
<td>112,796</td>
<td>112,796</td>
<td>225,591</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------------------------------------</td>
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<td>---------</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Total Expenditure - Commercial Services</td>
<td>65,951</td>
<td>175,605</td>
<td>109,654</td>
<td>351,210</td>
<td></td>
<td></td>
</tr>
<tr>
<td>111 - Council Services General</td>
<td>181,342</td>
<td>203,615</td>
<td>22,273</td>
<td>407,229</td>
<td></td>
<td></td>
</tr>
<tr>
<td>160 - Municipal Services</td>
<td>204,427</td>
<td>221,109</td>
<td>16,682</td>
<td>442,217</td>
<td></td>
<td></td>
</tr>
<tr>
<td>200 - Local roads maintenance</td>
<td>1,500</td>
<td>4,850</td>
<td>3,350</td>
<td>9,700</td>
<td></td>
<td></td>
</tr>
<tr>
<td>201 - Street lighting</td>
<td>12,852</td>
<td>18,500</td>
<td>5,648</td>
<td>37,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>381 - Animal Control</td>
<td>14,413</td>
<td>14,772</td>
<td>359</td>
<td>29,545</td>
<td></td>
<td></td>
</tr>
<tr>
<td>469 - Local Area Traffic Management</td>
<td>5,221</td>
<td>11,927</td>
<td>6,705</td>
<td>23,853</td>
<td></td>
<td></td>
</tr>
<tr>
<td>550 - Swimming Pool</td>
<td>176,918</td>
<td>201,943</td>
<td>25,025</td>
<td>403,886</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Total Expenditure - Council Services</td>
<td>614,550</td>
<td>699,340</td>
<td>84,790</td>
<td>1,398,680</td>
<td></td>
<td></td>
</tr>
<tr>
<td>486 - Regional Economic Infrastructure Fund (RE)</td>
<td>0</td>
<td>12,500</td>
<td>12,500</td>
<td>25,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>487 - Improving Strategic Local Roads Infrastructure</td>
<td>0</td>
<td>22,500</td>
<td>22,500</td>
<td>45,000</td>
<td></td>
<td></td>
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<td>------------------------------------------</td>
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</tr>
<tr>
<td>Total Expenditure - Other Services</td>
<td>0</td>
<td>35,000</td>
<td>35,000</td>
<td>70,000</td>
<td></td>
<td></td>
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<td>------------------------------------------</td>
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<td>---------</td>
<td>---------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Expenditure</td>
<td>1,012,746</td>
<td>1,317,007</td>
<td>304,261</td>
<td>2,634,014</td>
<td></td>
<td></td>
</tr>
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<td>------------------------------------------</td>
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<td>---------</td>
<td>---------</td>
<td>---------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Expenditure</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5341 - Capital Purchases Plant &amp; Equipment</td>
<td>157,194</td>
<td>217,500</td>
<td>60,306</td>
<td>435,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5371 - Capital Purchase Vehicles</td>
<td>0</td>
<td>30,000</td>
<td>30,000</td>
<td>60,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Capital Expenditure</td>
<td>157,194</td>
<td>247,500</td>
<td>90,366</td>
<td>495,000</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Governance Report

Title: Governance Report – Update Town Priorities/ Local Authority Funding

Author: Jo Nicol, Local Authority Coordination Officer.

Resolution

(a) That the Borroloola Local Authority receives and notes the Governance report.

1. Background

This report provides an update on the status of Borroloola’s 2015/2016 Town Priorities and 2015/2016 Local Authority Funding.

2. Issues/Discussions:

The Draft 2016/2017 Town Priorities needs to be developed and submitted to the Plan. Local Authority members can go through the current list and decide current status of Town Priorities.

The initial allocation of 2014/2015 Local Authority Project Grant needs to be spent by June 2016.

Attached: 2015/2016 Town Priority Status and Local Authority Funding Project Update.
### Status of 2015-16 Town Priority Projects

#### Borroloola

<table>
<thead>
<tr>
<th>Location</th>
<th>Project Type</th>
<th>Project</th>
<th>Description</th>
<th>Comments/Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>NT Improving Strategic Local Roads Infrastructure: Road and stormwater audit + Local Authority Project Funding + Local Area Traffic Management</td>
<td>Borroloola Robinson rd.'s Local Area Traffic Management in CBD. Including: Searcy St drainage</td>
<td>COMMENCED: funding received through 'NT Improving Strategic Local Roads Infrastructure' - this funding will allow for a storm water and road audit to be conducted.</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>NT Improving Strategic Local Roads Infrastructure: Road and stormwater audit</td>
<td>Borroloola's Marra to Bing Bong:</td>
<td>COMMENCED: funding received through 'NT Improving Strategic Local Roads Infrastructure' - this funding will allow for a storm water and road audit to be conducted.</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>Swimming Pool</td>
<td>Develop a Pool Management Plan</td>
<td>COMPLETED</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>Animal Management</td>
<td>Enforcement of by-laws for dog management</td>
<td>COMPLETED</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>Lights at Showground</td>
<td>Flood lights at Showground</td>
<td>Action in hand: DCSI to write a letter to relevant politicians to advocate for this.</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>Upgrade Oval</td>
<td>General upgrade of the oval</td>
<td>Commenced through the softball oval upgrade</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>Relocate dump point.</td>
<td>Relocate dump point to the opposite side to the Gulf Mini Mart</td>
<td>Commenced Funding received through 'NT Regional Economic Infrastructure Fund' will address this project - currently have an active request for quote to deliver</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>New lights</td>
<td>New lights for town and suburb to eliminate dark spots and maintenance of existing lights.</td>
<td>COMMENCED: 1 x new solar light to be installed by June 2015</td>
</tr>
<tr>
<td>------------</td>
<td>-----------------------------</td>
<td>------------</td>
<td>------------------------------------------------------------------------------------------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>Advocate for more public housing</td>
<td></td>
<td>ADVOCACY COMPLETED: Mayor is advocating this issue through the Borroloola Community Champion</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>Mobile Phone Service</td>
<td>Develop further public internet access and upgrade mobile phone footprint</td>
<td>ADVOCACY COMMENCED : Lodged submission with mobile Blackspot.</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>Produce Directory</td>
<td>Produce a directory with information and map of town</td>
<td>ACTION in hand with DCSI: Write a letter to community champion describing our info bay development</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>Weed Management</td>
<td>Raise weed issues at bridge and other areas with appropriate authority</td>
<td>COMPLETED</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>Show and Rodeo</td>
<td>Development and show support to Show and Rodeo</td>
<td>COMPLETED: In the December Ordinary Meeting of Council, Council resolved to support the Borroloola Show (only)</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>Power Station Service continuity</td>
<td>Request PAWA for Power Station Service Continuity</td>
<td>ADVOCACY COMPLETE: Communication with Power and Water occurred.</td>
</tr>
<tr>
<td>Borroloola</td>
<td>Town Priority Project 2015-16</td>
<td>Local Tourism Board</td>
<td>Encourage local businesses to set up a local Tourism board</td>
<td>ACTION FOR LOCAL AUTHORITY MEMBERS: Local Authority to please advise if this initiative has occurred and the advocacy action that Council can engage in</td>
</tr>
</tbody>
</table>
### Status of Local Authority Funding Projects

#### Borroloola

<table>
<thead>
<tr>
<th>Location</th>
<th>Project Type</th>
<th>Project</th>
<th>Description</th>
<th>Comments/Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Borroloola</td>
<td>Specific Project + Local Authority Project 2014-15</td>
<td>Local Area Traffic Management (LATM) + NT</td>
<td>Pedestrian footpath in CBD + Robinson Road local area traffic management</td>
<td>ACTION FOR LOCAL AUTHORITY MEMBERS: Please consider the designs presented in this meeting and provide feedback.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Improving Strategic Local Roads Infrastructure + R2R 2015-16</td>
<td>CBD Project + Civil Engineer to design and develop CBD local area traffic project</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Pedestrian footpath in CBD + Robinson Road local area traffic management</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Backstop and coaches boxes + Upgrade of softball oval, toilet block, fencing, repair cricket club building and scoreboard</td>
<td>Details of this project are included in the 2015-25 S&amp;R Plan</td>
<td>Awaiting the rain to stop so work can progress.</td>
</tr>
</tbody>
</table>

#### Status of Regional and Specific Projects

Regional Projects relevant to Borroloola and other specific projects within Borroloola

<table>
<thead>
<tr>
<th>Location</th>
<th>Project Type</th>
<th>Project</th>
<th>Description</th>
<th>Comments/Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional</td>
<td>Specific Project</td>
<td>Conversion to Regional</td>
<td>Signage, uniforms &amp; merchandise etc.</td>
<td>Town entry statements presented to Council Meeting on 29th January 2015</td>
</tr>
<tr>
<td>Regional</td>
<td>Specific Project</td>
<td>Facility Development</td>
<td>Sport and Recreation 2015-2025 Plan</td>
<td>ACTION FOR LOCAL AUTHORITY MEMBERS: Please consider the 2015-2025 Draft Sport and Recreation Regional Plan and provide your feedback.</td>
</tr>
<tr>
<td>Area</td>
<td>Project Type</td>
<td>Details</td>
<td>Status</td>
<td></td>
</tr>
<tr>
<td>--------------</td>
<td>------------------------</td>
<td>-------------------------------------------------------------------------</td>
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<td></td>
</tr>
<tr>
<td>Regional</td>
<td>Specific Project</td>
<td>Solar Lighting</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Barunga: 2 at Norforce Park</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Borroloola: 1 at corner Searcy and Robinson Roads</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bulman: 1 at the Park</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Manyallaluk: 1 at far end</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ngukurr: 2 at footpath through to pool park</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Numbulwar: 1 x street opposite the water tower (LA approved that location)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 at Rec Hall</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Manyallaluk - install costs are tabled at next LA meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Barunga - Anne-Maree to advise</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bulman - Tabled at next LA for install costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ngukurr - Paul advised muns team will install - need additional premix which Matt is organising Numbulwar - Roger has advised install will occur by CDP Builder trainer. For materials (cement) Roger will approach LA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regional</td>
<td>Specific Project</td>
<td>NT Improving Strategic Local Roads Infrastructure: Road and stormwater Audit</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Road and stormwater Audit</td>
<td>Funding Agreement has been received - request for quote to deliver this audit has been advertised.</td>
<td></td>
</tr>
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<td>Specific Project</td>
<td>NT Regional Economic Infrastructure Fund</td>
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<td></td>
<td></td>
<td>Borroloola: Tourist bay design</td>
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<td></td>
<td></td>
<td>Ngukurr: New Multipurpose centre feasibility study</td>
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<td></td>
<td></td>
<td>Numbulwar: Combined Business Centre concept plans</td>
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<td></td>
<td></td>
<td>Numbulwar: New Dump</td>
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<td>Borroloola info bay, Ngukurr Multipurpose centre &amp; Numbulwar Business Centre currently advertised on Tenderlink requesting quotes.</td>
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<td></td>
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<td>Engaged an environmental engineer who has visited the Numbulwar Dump - awaiting first report.</td>
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<tr>
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<td>Specific Project</td>
<td>Clean Energy Future Action Plan - Energy Audit</td>
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<td>Audit of installed appliances and evaluate</td>
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<td>Specific Project</td>
<td>Cemetery Project</td>
<td>Project to be scoped.</td>
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<td>Headstones and surrounds</td>
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<tr>
<td>Borroloola</td>
<td>Advocacy</td>
<td>Borroloola's Town Camp Roads</td>
<td>Please consider report tabled at this meeting.</td>
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<tr>
<td>Borroloola</td>
<td>Advocacy</td>
<td>New Subdivision</td>
<td>Completed</td>
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<tr>
<td>Borroloola</td>
<td>Specific Project</td>
<td>Design and concept plan for the Borroloola Tourist Information Bay</td>
<td>Funding received through 'NT Regional Economic Infrastructure Fund' will address this project - currently have an active request for quote to deliver</td>
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<tr>
<td>Borroloola</td>
<td>Specific Project</td>
<td>Development of Interpretive signage at Tamarind Park</td>
<td>Action in hand with CSM Borroloola: developing scope of works</td>
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Remote Areas

The goal for SAH Remote program is to increase personal safety and feelings of safety at home and in the community.

Findings from consultations and literature review conducted by VOCNT indicate that the key concern in many remote communities is domestic and other physical violence. The strategies for overcoming this issue of course are many and complex, crossing many government and non-governmental agencies. However, we believe that there is a strong role for the Safe at Home Program to improve people’s physical safety and overall wellbeing.

A key objective is to liaise with local authorities, remote communities, outstations and regional councils and other relevant service providers to identify crime reduction measures to reduce crime in remote areas and provide the resources to implement the strategies as well as oversee the project. Whenever possible the program tries to develop mechanisms to build local service delivery capacity in remote locations through working with existing programs like RJCP.

VOCNT believe that communities know what solution works best for them as they can identify culturally appropriate security arrangements for remote communities and towns as well as assist in the provision of such arrangements to improve safety in remote areas.

The focus of the remote area strategy will be to address domestic and other physical violence. This may include areas such as:

- Improved street lighting
- Accessible and functional telephones
- Creating ‘safe’ internally securable rooms at key locations
- Personal Safety Device
- CCTV cameras
- Intercom and swipe card system (e.g. for safe house,)

Within the context of the SAH program and allocated according to crime data SAH will provide finance to implement the strategies as well as oversee the projects.

In this pilot phase of SAH Remote program, ten communities have been prioritised based on population size in Remote NT. For each community following activities are conducted:

- Identifying key stakeholders
- Engagement
- Consultations - identifying crime prevention strategy,
- identifying suppliers,
- developing project management plan,
- procurement,
- implementation of security measures and finally
- evaluation

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VOCNT will make contact with individual communities and establish a range of stakeholders that represents the community (i.e. police, local government, safety committee, night patrol, men's group, women's group, Government Engagement Officers, Night Patrol Managers, Safe House Coordinators, Shire Services Managers) and other service providers.

We are keen to hear from YOUR COMMUNITY on this and would appreciate if you could relay our program to your local authority.
GUIDELINE 8
Regional Councils and Local Authorities

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Definitions

**ex officio member:** a member of regional council who is automatically a member of the local authority by virtue of their position – see section 53C of the *Local Government Act*.

**ordinary member:** a member of a local authority who is appointed by the regional council.

Guidelines

1. **Where local authorities are to be established and maintained**
   A regional council must establish and maintain a local authority at the towns and communities listed in the Schedule which are within the regional council area.

2. **Establishing a local authority**
   A regional council must determine the area for each local authority and ensure that a list of local authorities and their respective areas is available on the regional council website.

3. **Initial local authorities**
   A regional council must establish each local authority by the nomination and appointment process described below so that each local authority is fully established and operational by 1 July 2014.

4. **Number of ordinary members**
   Subject to 5.6, a local authority is to have a minimum of 6 and a maximum of 14 ordinary members.

5. **Nomination and appointment process**
   **Nominations**
   5.1 A regional council must call for nominations and allow 28 days for nominations to be received.

   5.2 The call for nominations must be advertised and promoted by appropriate means to ensure that residents of the relevant area are aware of it.

   5.3 Nominations are to be returnable to a named regional council employee working in the relevant town or community.

   5.4 The list of nominations received, together with a list of ex officio members of the local authority, must be provided to the first ordinary regional council meeting after nominations have closed.

   5.5 At the first ordinary regional council meeting after nominations have closed, the regional council must decide on the number of ordinary members there will be for each local authority. *Note – the regional council may decide different membership numbers for different local authorities.*
Request to have more than 14 members

5.6 If the regional council resolves to request the Minister to allow a particular local authority to have more than 14 ordinary members, the regional council may defer appointments until the next available regional council meeting for the purpose of making a request to the Minister.

5.6.1 The CEO must advise the Minister of the request in writing as soon as practicable detailing:

a) the name of the local authority
b) the preferred membership number;
c) the reasons for seeking an increase in the allowed maximum membership; and
d) the projected annual impact on council’s budget and resources.

5.6.2 Despite other provisions in these guidelines, the Minister may allow, subject to any conditions specified, a specific maximum number of members for that particular local authority.

Appointment of ordinary members

5.7 Where there is to be no request to have more than 14 ordinary members, the regional council must decide on appointments to the local authority at the first ordinary meeting after nominations have closed.

5.8 Where there is a request to have more than 14 ordinary members, the regional council must decide on appointments to the local authority at the first ordinary meeting after a response from the Minister has been received.

Appointments of ordinary members after initial establishment

5.9 When a vacancy in the membership of a local authority arises, the regional council must fill the vacancy by the nomination and appointment process described at 5.1 - 5.5.

6. Revocation of appointment of ordinary member

Regional councils must have a policy regarding how and in what circumstances, appointments of members may be revoked. The policy could include, for example, a requirement that the regional council give consideration to revoking an appointment where a member is absent, without permission of the local authority, from two consecutive meetings of the local authority.

7. Vacancies

A local authority membership position becomes vacant when a member resigns in writing or the appointment is revoked by the regional council in accordance with council policy.

8. Administrative support and secretariat

8.1 The CEO must ensure there is secretariat support for the local authority.

8.2 The CEO is to notify all members of the local authority of the contact person, or any changes to the contact person, for secretariat and administrative matters in relation to the particular local authority.
8.3 Subject to 8.3.2, the CEO must ensure there is a minimum of six meetings for each local authority in each calendar year.

8.3.1 If the majority of members of a local authority agree, the Chair may make a written request to the Minister to change the minimum number of meetings a year. The Minister will consult with the regional council before making a decision.

8.3.2 Where the Minister has approved a minimum number of meetings per year for a local authority pursuant to 8.3.1, the CEO must ensure that the approved minimum number of meetings are held each year.

8.4 The CEO must ensure notification of the meeting and the agenda for the meeting is provided to each member at least three days before the meeting.

8.5 The CEO must ensure that a copy of the regional council’s policy on delegation of powers and functions is provided to all members of the local authority and listed for discussion on the local authority agenda at least once in each financial year.

9. Agenda and minutes
9.1 The agenda for each local authority meeting is to be prepared by the secretariat in consultation with the Chair.

The agenda of each meeting must include but is not limited to:

a) Regional council’s response to local authority issues raised;

b) Local authority action items;

c) CEO report on current regional council services in the local authority area;

d) Visitor presentations;

e) The latest quarterly report as required by 13.4; and

f) A report on complaints received concerning regional council service delivery in the local authority area.

9.2 Each financial year a local authority agenda must include a review of:

a) the regional council’s annual report for the previous financial year;

b) any relevant community plan of the regional council or local authority;

c) the regional council’s proposed regional council plan; and

d) the regional council’s proposed budget priorities for the local authority area for the next financial year.

10. Regional council consideration of local authority minutes
10.1 A regional council must consider the minutes of each local authority meeting (these will normally be the unconfirmed minutes) at the next available council meeting after a local authority meeting. The council’s response to any matters raised by the local authority must be recorded in the council’s minutes.

10.2 A copy of the regional council’s unconfirmed minutes must be provided to each local authority member by the secretariat as soon as possible after the minutes become publicly available.
11. Functions of a local authority
In addition to the functions specified at section 53D of the Local Government Act, it is a function of a local authority to provide a representative of the local authority for employment selection advisory panels in relation to managerial positions in the local authority area.

12. Local authority member allowances

12.1 In the 2013-14 financial year, the allowance to be paid by a regional council to an eligible member after having attended a local authority meeting is as set out below:

   a) Chair, if eligible, $152
   b) Other eligible members $114

12.2 The following members of a local authority are not eligible to be paid an allowance by the regional council:

   a) ex officio council members as council members claim their allowance according to the Ministerial guidelines on council member allowances; and
   b) regional council staff (as they are being paid by their employer).

12.3 The payment referred to above will increase each financial year by the Darwin Consumer Price Index (CPI) as at the December quarter of the previous financial year.

13. Regional council budgets and financial reports to the local authority

13.1 Regional councils must take local authority priorities submitted to council, or recorded in local authority minutes, into consideration as part of the overall budget development process.

13.2 Regional councils must inform the local authority in writing of the reason(s) for not incorporating any local authority priorities submitted to council for consideration as part of the overall budget development process.

13.3 The adopted budget of a regional council must include a separate budget for each local authority area detailing expenditure by:

   a) program (for example, library services, rubbish collection, waste management, public safety lighting, child care, aged care, roads maintenance); and

   b) account category (for example, employee costs, materials and services, finance costs and depreciation) and capital expenditure.

13.4 Each quarter, the regional council must prepare a financial report setting out:

   a) the quarterly and year to date budget and expenditure by program and account category in relation to the local authority area;

   b) the forecast expenditure in relation to the local authority area for the whole of the financial year; and
c) explanations of variations greater than ten per cent or $10,000 (whichever is higher) between actual and budgeted amounts.

13.5 Following the completion of the regional council’s audited annual financial statements each year, at the next local authority meeting a regional council must provide each local authority with a report covering the previous financial year including expenditure against the final approved budget by:

a) program (for example, library services, rubbish collection, waste management, public safety lighting, child care, aged care, roads maintenance); and

b) account category (for example, employee costs, materials and services, finance costs and depreciation) and capital expenditure.

14. Regional council annual report

14.1 The annual report must include information on the performance of the regional council against service delivery and planned projects in the local authority area.

14.2 The annual report of a regional council must include information regarding any delegations made to a local authority.
## SCHEDULE
Where local authorities are to be established and maintained

<table>
<thead>
<tr>
<th>Barkly Region</th>
<th>Central Desert Region</th>
<th>East Arnhem Region</th>
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<tbody>
<tr>
<td>Ali Curung</td>
<td>Anmatjere (Nturiya, Pmara Jutun, Wiora, Ti Tree)</td>
<td>Angurugu</td>
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<td>Arlparrra</td>
<td>Atitjere</td>
<td>Galiwin’ku</td>
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<td>Gapuwiyak</td>
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<td>Lajamanu</td>
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<td>Milyakburra</td>
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<td>Willowra</td>
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<th>Roper Gulf Region</th>
<th>Victoria Daly Region</th>
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<tr>
<td>Amoonguna</td>
<td>Barunga</td>
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<td>Apatula</td>
<td>Borroloola</td>
<td>Kalkaringi/Dagaragu</td>
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<td>Bulman</td>
<td>Pine Creek</td>
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<td>Jilkminggan</td>
<td>Timber Creek</td>
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<td>Manyallaluk</td>
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